

NH Government Finance Officers Association  
Executive Committee Meeting  
Thursday, January 17, 2019  
9:00 a.m. NHMBB, Concord, NH

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Members Present: Geoff Ruggles, Tom Boland, Mark Decoteau, Naomi Bolton, Vickie Lee and Katie Graff participated in person. Naomi Bolton kept the minutes.

Members Unable to Attend: Ann Legere, Barbara Reid, Doreen Chester and Betsy McClain

Others Present:

Call to Order: Geoff Ruggles called the meeting to order at 10:30 AM.

Secretary's Report: Vickie Lee made a motion to approve the December 17, 2018 minutes, Tom Boland seconded the motion; members voted in favor with Mark Decoteau and Naomi Bolton abstaining.

Treasurer's Report: Mark Decoteau presented a treasurer's report showing an ending balance to date of \$87,602.33. There was a list of potential sponsors for the May Annual Meeting and Seminar that have not been heard from. Members were encouraged to assist in reaching out if they were familiar with the business. If contact is made please let Jill know so that we are not duplicating our work.

**Committee Reports:**

- *Legislative Committee*
  - Barbara Reid was not present but she indicated to other members that this will be a very busy year at the State House.
- *Training Committee*
  - Vickie Lee and Mark Decoteau attended the training meeting just prior to this meeting.
  - Ginger with the Bureau of Education and Training was present to talk about the new Government Accounting Certificate Program that begins in April of 2019. The limit would be 25 and if that fills up a second program could be offered possibly in October.
  - This is a collaborative joint effort with NHGFOA and BET.
  - A handout was provided outlining the program, costs and requirements.
  - The outline to date for the 34<sup>th</sup> Annual NHGFOA Meeting and Seminar that starts on Thursday, May 2, 2019 and ends on Friday, May 3, 2019 was handed out. The committee is looking for suggestions of a comedian for Thursday evening. Any suggestions would be greatly appreciated.
  - The committee is discussing a gift and some ideas were provided and will be finalized at the next meeting on March 14, 2019.
- *NH Public Finance Consortium* –No update was available
- *Membership Committee* – Nothing new to update
- *Website Advisory Committee*
  - Betsy McClain could not make the meeting but our original website host, Virtual Town and Schools was purchased by Civic Plus so the NHGFOA website will need to be converted over. The cost for conversion is \$1,500 which can be spread over 3 years. Geoff Ruggles moved to authorize Betsy McClain to pursue the upgrade from Virtual Town and Schools to Civic Plus with a cost not to exceed \$1,500 over three years; Katie Graff seconded the motion. All members voted in favor.
- *Audit Committee* – Nothing new to update
- *NE States GFOA* – Nothing new to update

- *NH PDIP Advisory Committee* – Nothing new to update
- *Purchasing Committee* – Nothing new to update

**Old Business:** None

**New Business:**

With Michael Jache's retirement it leaves a vacant Board position. Justin Campo from Londonderry expressed an interest in volunteering. Vickie Lee moved to nominate Justin Campo from Londonderry to fill the vacancy that was left by the retirement of Michael Jache; Tom Boland seconded the motion. All members present voted in favor.

**Executive Session:** None

Meeting adjourned at 10:53 am.

**The next meeting of the Executive Committee is scheduled for Thursday, March 14, 2019 at 10:30 am at the NHMA office in Concord, NH.**

Respectfully submitted,

*Naomi L. Bolton*

Naomi L. Bolton  
Town Administrator  
Weare, NH